

# *The Hamptons Homeowners Association*

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## **THE HAMPTONS SOUTH EAST EDMONTON HOMEOWNERS ASSOCIATION**

### **January 18, 2017 MEETING MINUTES**

#### **Attending:**

**Jason Murray**

**Keith Spiller**

**Michele Evans**

**James Magilton**

**Joseph Dittrich (EMG)**

#### **Absent:**

**Lori Sorge**

**Robyn Andrishak (will no longer be attending)**

1. The meeting was called to order at 7:06 p.m.

2. Review and approval of agenda

Request addition of Lighting at Hamptons Community League Snowbank Rink

*Motion to approve the meeting agenda as amended by Michele; seconded by Keith. Carried.*

3. Minutes

*Motion to approve minutes as presented of November 4, 2016 and December 7, 2016 by Michele; seconded by Keith. Carried.*

#### **Business Arising:**

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## 4. Presentation and Q&A with Jeff Draper of PCR Collection Group

Introductions of attendees

Mr. Draper presented information about the collections proposal and process put together; noted their company's recent success with the Grange HOA.

Most important consideration is consistency of approach; and effective communication with board and homeowners; main challenge found in HOA with homeowners not having awareness of the HOA

Discussed if Board proceeded, payment plans would be considered; discussed credit bureau impact will not be permanent, once arrears paid, credit impact removed.

PCR have ways to track accounts on websites for Board information and awareness; including some other options to consider when collection goes stale on next steps.

**Action - Mr. Draper to provide additional information via email to Keith; Board to discuss collection options at a future meeting.**

## 5. Arrears Update – Demand letter discussion with Esquire Management

Discussed differences between statements & demand letters. First serve as a reminder, demand letters go to banks & prompt more action.

**Action - EMG to provide stats on number of homeowners cleared and/or started a payment for caveats owing in each of Nov, Dec and Jan at next meeting**

*Motion to address accounts with nominal charges outstanding as follows: where only interest owing remains on an account and is less than \$10, the HOA will discharge the amount owing provided by the homeowner are current in HOA fees paid. Moved Keith. Seconded by James. Carried.*

## 6. Landscaping (Fence Painting)

Quote has been completed and signed by Keith on behalf of the board.

**Action - Keith will resend final to Jason**

## 7. Budget/Arrears

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Board reaffirmed need to approve next year's budget.

**Action - EMG to completed and send draft budget to board in advance of next meeting so it can be discussed and approved; confirm no fee changes (in receivables).**

## 8. Website / Newsletter

Discussed responsibility to maintain/update. Michele agreed to take this on.

Keith & Jason will continue to respond to emails.

**Action- Michele to complete draft newsletter; Jason to supply photos**

## 9. Other

Board discussed Hamptons Community League plans and need for lighting solution at new snowbank rink. May be something the HOA could support once the Community League comes up with an approach and a request submitted.

## **New business:**

None.

◆ Next meeting scheduled for March 1, 2017 at 7:00 p.m. Spirit West Church

◆ Motion to adjourn by Michele; seconded by James: 8:05 p.m.